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Executive Assistant to DCI

28 February 1953

Director of Training

Weekly Summary Report

1. OTR has reviewed, amended and edited a draft glossary of professional terminology prepared for issuance by the Clandestine Services. OTR recommendations are being prepared for transmission to the Clandestine Services for consideration.

2. Two thousand reels of 16mm films received from the Library of Congress of OSS films are being catalogued. Screening will follow the cataloging. OSS footage acquired from the National Archives has been screened and is of questionable value to the current training program inasmuch as much of it is German film.

3. On 20 February, a representative of I&S conferred with staff members of the Research and Validation Branch, OTR, concerning a research project of I&S which is now in the planning stage.

4. A meeting was held on Friday, 27 February, to acquaint all applicants and interested Division Chiefs with the curriculum and administrative details of [redacted]. The meeting was addressed by [redacted] a graduate of the school, now assigned to the SR Division. It is evident that this is one of the most desirable external training programs in which the Agency participates, and overtures will be made to the Department of the Army to request additional slots to the three now available to CIA.

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5. Several training bulletins will be disseminated within the next two weeks containing the remarks made at the Ninth Agency Orientation Course by the Vice President of the United States, General Walter B. Smith, Undersecretary of State, Mr. William H. Jackson, Chairman, President's Committee on International Information Activities, and Mr. Allen Dulles, Director of Central Intelligence.

6. The senior Training Officer of the [redacted] Staff has requested that the appropriate division in the Office of Training prepare to offer the Human Resources Program and Supervisory and Management Training for executives and supervisors on the [redacted] Staff.

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7. The Office of Research and Reports has informed the Office of Training that it is giving a series of seminars on the use of maps and aerial photographs in intelligence. These seminars will include such subjects as geography of the European satellites, the physical geographic survey of the USSR, and the geography of China. While this is not an official Agency training program, the Director of Training urges all persons whose interests are related to topics of this series to take advantage of the seminars.

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DOE	36	REV DATE	16/12/80
ORIG COMP		SPI	11
ORIG CLASS	5	PAGES	22
JUST	22	NEXT REV	1989
		TYPE	22
		ORIG CLASS	22
		AUTH	NR 13-2

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8. The demands for training in the Reading Improvement Branch of the Intelligence Division continue to increase. During the past week, 120 representatives from all offices of the Agency have undergone training.

9. Upon request of OCI, an additional slot was requested and approved by FSI for participation in the NATO Seminar. FSI advised that the Seminar would be attended by foreign nationals -

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[REDACTED]

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10. As of 28 February 1953, 131 CIA personnel are enrolled in TR(S) training courses, 323 in TR(G) courses, and 196 in external training, making a total of 650 in training programs under the jurisdiction of OTR as a whole.

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